

DISTRIBUTION / POSTING OF PROMOTIONAL MATERIALS

REQUEST TO DISPLAY/POST OR STACK MATERIALS

The promotional material and assurance form affirming compliance shall be provided to the district office at the same time.

This request must be submitted to the District office at least *two (2) weeks prior to the requested date(s)*.

Date, 20_		
	Name of organization / gro	up
We wish to display/post or sone [1] month.)	stack promotional materials	on the following dates: (Not to exceed
Month	Date(s)	Year
There □ (will) □ (will not) be	e a charge for the instruction	n/activity.
☐ To be displayed on count	ters	
□ Copies provided to go wi	th students	
The person who may be co school, parent, or other reci		the content of this literature, by the
Name		
Address		
	Zip code	E-mail address
Phone: (work)	(home)	

I/We hereby assure the school that the organization will:

- A. Agree that any charges for the instruction/activities will be based on and not exceedthe cost of providing the instruction/activities;
- B. Not use fighting words, obscenities, defamatory speech or encourage disruption of theeducational environment;
- C. Not provide representations or visuals that are inappropriate as described in The Children's Internet Protection Act;
- D. Remove the material on a date certain not more than one (1) month after it has beendisplayed/posted/stacked or five (5) days after the activity begins, whichever is earlier;
- E. Label all material with the name of the sponsoring organization;
- F. Provide the name, address and telephone number of the local representative for theorganization prominently on the promotional material;
- G. Have an authorized representative of the organization sign the written assurances.

	Signatures and titles of organization representatives	
FOR DISTRICT L	USE ONLY	
□ Denied or requ	uested alteration for the following reason(s):	
□ Approved:		
□ Approved with	n conditions:	
Date [.]	Superintendent:	